

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91746
Tel (562) 908-8400 • Fax (562) 908-0459



BRYCE YOKOMIZO
Director

LISA NUÑEZ
Chief Deputy



Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

August 1, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO APPROVE OUT-OF-STATE TRAVEL EXPENSES FOR THE
COMMUNITY SERVICES BLOCK GRANT COMMUNITY ACTION BOARD TO
ATTEND THE COMMUNITY ACTION PARTNERSHIP 2006 ANNUAL CONVENTION
FROM SEPTEMBER 5 TO SEPTEMBER 8, 2006
(ALL DISTRICTS) (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the out-of-state travel expenses up to a maximum amount of \$4,202 for two (2) members of the Community Action Board (CAB) to attend the 2006 Community Action Partnership Annual Convention in Orlando, Florida from September 5 to September 8, 2006.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Community Services Block Grant (CSBG) Program is administered by the Department of Public Social Services (DPSS), which serves as a local Community Action Agency. The CAB is a mandated oversight board under Federal law and generally oversees the implementation of the various social service poverty programs funded with the County's CSBG allocation. The CAB was established by Board Order No. 107 on December 18, 1979 and serves as your Board's 15 member advisory body for the CSBG program. The CAB conducts public hearings and community needs assessments, evaluates program effectiveness, establishes program priorities and develops funding recommendations to be submitted to your Board. By attending this convention, the attendees will be able to participate in roundtable discussions, informative workshops, trade viewpoints with other board members and discover new strategies to improve existing programs.

County Code Section 5.40.132 mandates that prior approval of CAB expenses to travel outside the state must be granted by your Board.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal 5: Children and Families' Well-Being as measured by achievements in the five outcome areas adopted by your Board: good health; economic well-being; safety and survival; social and emotional well-being; and education/workforce readiness.

FISCAL IMPACT/FINANCING

The total estimated out-of-state travel expenses of \$4,202 (Attachment) will be funded with Federal CSBG funds. There is no impact on Net County Cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

County Code Section 5.40.132 specifies that CAB members' out-of-state travel expenses are to be funded with Federal CSBG funding. The State Department of Community Services and Development has confirmed that this out-of-state travel to attend the Community Action Partnership 2006 Annual Convention is an appropriate use of CSBG funds.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended action will enable the CAB to become better educated on best practices for community action. The attendees will also be able to discover new strategies and share experiences with other Community Action Agencies which will allow for a more efficient program and potentially enhance services to the poverty level residents in Los Angeles County.

CONCLUSION

The Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board Letter to the Director of DPSS.

The Honorable Board of Supervisors
August 1, 2006
Page 3

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Bryce Yokomizo', with a stylized, cursive script.

Bryce Yokomizo
Director

BY:pa

Attachment

c: Executive Officer, Board of Supervisors
 Chief Administrative Officer
 County Counsel
 Auditor-Controller
 Community Action Board

**Estimated Out-of-State Travel Expenses for the
Community Action Partnership 2006 Annual Convention in Orlando,
Florida from September 5 to September 8, 2006**

Expense	Estimated Amount
Convention Registration	\$1,100
Accommodations (4 nights)	\$1,606
Air Fare	\$1,000
Meals	\$328
Airport Shuttle/Parking	\$168
Grand Total	\$4,202

Note: All amounts are combined estimated costs for two Community Action Board members to attend the convention. The airfare is based on seven-day advance purchase, round-trip rate quotes obtained through DPSS' travel vendor.

Amounts for accommodations, meals and airport shuttle costs are based on maximum allowable daily reimbursements, per Auditor-Controller policy, not to exceed the State's reimbursement rates.